

Fife Licensing Forum

This meeting will be held remotely.

Monday, 18 September, 2023 - 10.00 a.m.



AGENDA

Page Nos.

1. **WELCOME AND APOLOGIES FOR ABSENCE**
2. **MINUTE** – Minute of the meeting of the Fife Licensing Forum of 24 August 2023. 3
3. **APPOINTMENT OF NEW MEMBERS** – Report by the Head of Legal and Democratic Services. 4 – 7
4. **DATE OF NEXT MEETING** - 23 November 2023 at 2.00 pm

Members are reminded that should they have queries on the detail of a report they should, where possible, contact the report authors in advance of the meeting to seek clarification.

Lindsay Thomson
Head of Legal and Democratic Services
Finance and Corporate Services

Fife House
North Street
Glenrothes
Fife, KY7 5LT

11 September, 2023

If telephoning, please ask for:
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THE FIFE COUNCIL - FIFE LICENSING FORUM – BLENDED MEETING

Committee Room 2, Fife House, North Street, Glenrothes

24 August 2023

2.00 pm – 2.45 pm

PRESENT: Gregor Hannah (Convener), John Barclay, Gillian Dewar, Neil Ewing, Paul Smith and Jo Worrall.

ATTENDING: Councillor Tom Adams, Rebecca Shovlin, Policy Officer, Health and Social Care; Kimberley Langley, Solicitor and Wendy MacGregor, Committee Officer, Legal and Democratic Services.

ALSO ATTENDING: Morag Douglas, licence holder, Helen Hutton, FAAS and Peter Reid, Scottish Government.

APOLOGIES FOR ABSENCE: Douglas Hardaker and Stuart Ness.

LACK OF QUORUM

In accordance with the Fife Licensing Board Constitution, section 7.0, the members present determined whether to continue to meet as the meeting was inquorate.

Decision

The forum agreed:-

- (1) to adjourn the meeting, owing to the lack of necessary quorum, as no business could be transacted. Agenda items would be carried forward to the next meeting of the Forum on 23 November 2023; and
- (2) to hold a special meeting prior to the meeting on 23 November 2023, to appoint the new members, date of special meeting to be confirmed and members advised.

18 September, 2023

Agenda Item No. 3

Fife Licensing Forum - Appointment of New Members

Report by: Lindsay Thomson, Head of Legal and Democratic Services

Purpose

The Forum is asked to consider the appointment of new members to fill vacancies which have recently arisen.

Recommendation(s)

The Forum is asked to appoint members from the list of those who have expressed an interest, as detailed in paragraph 3 below.

Resource Implications

None.

Legal & Risk Implications

In accordance with Schedule 2 of the Licensing (Scotland) Act 2005 a Forum may have a maximum of 21 members. However, at the meeting of Fife Council on 22 June 2023 it was agreed that the Fife Forum have a maximum of 18 members to enable meetings to meet the necessary number for a quorum.

Failure to make such appointments may mean the Forum cannot function effectively or secure a quorum at meetings.

Impact Assessment

An EqIA is not required because the report does not propose a change or revision to existing policies and practices.

Consultation

No consultation was necessary.

1.0 Background

- 1.1 Each council in Scotland is required to establish a Licensing Forum under the Licensing (Scotland) Act 2005.
- 1.2 Membership of the forum is prescribed in the Act, setting out the numbers and categories/criteria for membership. These are summarised as follows:-
- Membership must be between 5 and 21 members
 - There must be at least one Licensing Standards Officer (LSO) for the area
 - There must be at least one person from the Health Board for the area
 - The rest of the members should be from the following main categories –
 - Licence holders (both on and-off sales)
 - Police
 - Health, education or social work
 - Young people
 - Residents within the Forum’s area
- 1.3 The Council has flexibility to decide how many representatives there should be for each category and can include members from other categories relevant to licensing.

2.0 Current position

- 2.1 Fife Council, at its meeting on 18 May 2017 (Minute reference - para. 8 of 2017.F.C.7 refers) agreed that the membership of the Forum be 15 members. At the meeting of Fife Council on 22 June 2023 (Minute reference – para. 84 of 2023.F.C.97 refers) it was agreed that the Forum membership be increased from 15 to 18 members. Due to recent resignations there are now 6 vacancies on the Forum.
- 2.2 The current membership of the Forum is as follows:-

Category	No. of members	Members
Licensing Standards	1	Douglas Hardaker
NHS Fife	2	Catherine Chudleigh, Clare Campbell
Licence Holders	3	Gregor Hannah, John Barclay & Paul Smith
Police	1	Neil Ewing
Education	1	Gillian Dewar
Licencing Training	1	Jo Worrall
Residents	3	Jeff Ellis, Izzy Corbin & Stewart Ness

- 2.3 The Constitution also states that Members who fail to attend three consecutive meetings shall, unless the failure to attend was for a reason approved by the Forum, be subject to removal from office by the Forum. In the first instance, the member will receive, if appropriate, a letter from the Clerk enquiring as to the reason for failure to attend and the matter will thereafter be considered by the Forum.

3.0 New Members

- 3.1 The undernoted persons have expressed an interest in joining the forum. A brief outline of their interests and experience is provided to assist members.

Susanna Galea-Singer, Addiction Services NHS Fife

Clinical Lead & Consultant Psychiatrist, NHS Fife Addiction Services
Clinical Innovations Champion, NHS Fife
Chair of the Education Committee, Board of Directors, International Society of Addiction Medicine
Co-Chair, Faculty of Addictions Psychiatry, Scottish Division, Royal College of Psychiatrists, UK

Peter Reid - Resident

I have recently inherited chairing the local community council (Touch and Garvock). I did work in Scottish Government licensing policy for ten years, so I have been on the copy list for the Forum for some time now, and I have attended the odd meeting. I moved post to a different policy area a few years ago, and I will shortly be taking partial retirement, so I thought it might be interesting to get involved in the Forum as a community member.

Morag Douglas – Licence Holder

My name is Morag Douglas, I am originally from Dundee. I have owned The Star in Burntisland since 2004 so have quite a few years' experience as a licensee. I have been a board member of the Fife licensed Trade Association for many years and for the past two years have been Scottish spokesperson for the Campaign for Pubs. I also served on Burntisland Community Council for around eight years.

I am interested safeguarding the future of the licensed trade and especially in trying to protect the role of smaller pubs in their communities. I have a lot of experience to offer as I am a very "hands on" licensee and so am well placed to advise on what is actually happening within the trade at grass roots level. I also have a clear understanding of licensing law and the principles behind it and am keen to be involved in helping to shape a licensing policy which will equally allow businesses to flourish and protect the communities they operate within.

James Torrance – Licence Holder

Twenty Two years experience within the trade, Eighteen of which has been involved in the sale of alcohol

Three years working over Scotland in various roles within Belhaven managed estate, Two years of which I was a relief manager working in Aberdeen, Stirling, Inverness, Perth, Dundee and of Course Fife.

Three Years Operation Manager for local Fife based pub company helping oversee and operate Ten Licensed premises at its Peak.

Currently eight years self employed running three licensed premises. Agenda Bar & Restaurant, The Windsor Hotel (Leven) and The Sunbeam Inn. We currently hold two gold and one silver awards from the Best Bar None Fife awards.

I am keen to join the forum to have some form of input to what is informed and discussed with the board. Our sector is under extreme hardship at present, with challenges coming from several directions at once. While I understand these will mostly be of little interest to the board in the manner of how they could help, I feel it is important they are kept in the loop during this perilous time. As an operator, I would feel I hadn't done my best if I hadn't got my opinion and hopefully contribution across.

Helen Hutton, FASS

My role within FASS is a Counselling Service Co-ordinator for the our core counselling service, which is funded by H&SCP in Fife to support individuals and any significant others impacted by alcohol/substance misuse. Our services is provided Fife wide in G.P. Surgeries, Health Centres and all the hospitals throughout the region. I have been in with the organisation for 18 years in various roles, initially as a volunteer counsellor and sessional counsellor and then in my present role as co-ordinator since 2012.

I believe my experience of working in the community with our client group over the years has given me an insight into how alcohol impacts negatively on some individuals in our society. I'm also aware of the development of government policies and legislation in respect of regulations and harm reduction approaches within our communities.

- 3.2 The Forum may also wish to consider pursuing the appointment of a young person as there are currently no members in this category.

4.0 Conclusion

- 4.1 Following the recent resignation of members and increase to membership the forum requires to fill the vacancies as appropriate.

List of Appendices

None

Background Papers

The following background papers were relied on in the preparation of this report in terms of the Local Government (Scotland) Act, 1973:-

None

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